

~~CONFIDENTIAL~~action C/MG
table 10 Jun

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

CORRY JAMESTOWN FURNITURE REQUIREMENT FOR THE NHB

FRC

C/ILSP 3E14 HQS

EXTENSION

NO.

OL 10116-87

OIT/TRS

DATE

LOGGED

21 May 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DA [redacted]
7D16 HQS

1 JUN 1987

Please have your staff advise [redacted] (secure [redacted] by 15 June how you plan to fund this.

Thanks,

DR

3.

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15.

21 May 1987

MEMORANDUM FOR: Director of Information Technology

VIA: [] DA ISLP Representative

FROM: []
Chief, Integrated Logistics Support ProgramSUBJECT: Corry Jamestown Furniture Requirement for the
New Headquarters Building []

1. While there are many challenges ahead for members of the Integrated Logistics Support Program (ILSP), one of the more pressing issues is furniture for the New Headquarters Building (NHB). Although the original goal was for the Office of Logistics (OL) to provide a fully furnished building, early budget decisions precluded us from taking this course of action. In early 1986, components were advised that they would have to provide funding for their furniture needs. That time has now arrived. []

2. Wooden furniture can be accommodated in those private offices with full height partitions designed for your components in the NHB. We anticipate moving such furniture when your component moves. []

3. The remainder of your office space has been designed to accommodate the Agency's standard for metal furniture manufactured by Corry Jamestown (CJ). In January 1987, we asked your representative on the ILSP working group to determine the amount of CJ furniture you owned. Upon receipt of this information we did an inventory of NHB workstations designed for your office that required CJ furniture. Preliminary figures developed indicate you will have [] CJ workstations in the NHB of which you currently can furnish [] Furniture for the balance of [] CJ workstations will cost \$230,010. This does not include the cost of new chairs, computer terminal stands or other special use furniture you may desire in your work areas. []

OL 10116-87 ~~OIT/TRAS~~
REGED

~~CONFIDENTIAL~~

25X1 SUBJECT: Corry Jamestown Furniture Requirement for the New Headquarters Building

25X1 4. Please be advised that this is an estimate based on the review of construction and planning documents. FMD is about to begin a detailed review of office space with each tenant of the NHB to confirm that all of your personnel have been accommodated. For this reason the total cost for your workstations may be slightly higher than the amount requested above. If there are any significant increases additional funding may be required at a later date.

25X1 5. We are asking each component to provide an Authorization to Spend Funds from Other Component's Allotments (Form 1716) covering the cost of this furniture so that we can consolidate orders and obtain the lowest possible price. Facilities Management Division will be responsible for acquiring the furniture and ensuring it will be set up in time for your move.

25X1 6. Due to the lead time required for furniture, we need to place our order shortly. Please forward your funding document to OL/FMD, 3E14 Headquarters to the attention of the undersigned so we may move forward with this program. If you have any questions concerning this matter, please contact the undersigned or

Chief, ILSP

cc. D/L
C/FMD

C O N F I D E N T I A L